



Alabama Department of Insurance



Welcome to SBS!

The Alabama Department of Insurance has successfully transitioned to the new and improved version of State Based Systems (SBS), a web based application that supports insurance regulation functions. This new software solution is a full re-write of the SBS industry toolset which includes our new Lookup, License Manager, Report Generator, and SBS for Organizations functions.

Please review this flyer for information on new tools offered via SBS and how this change affects you.

HOW DOES THIS AFFECT YOU?

License Classes Relabeled

The following license classes have been relabeled and assigned the following lines of authority:

FROM		TO
Class (Old)	Class (New)	Line of Authority (LOA)
Apprentice Adjuster Crop	Apprentice Adjuster	Crop
Apprentice Adjuster Property & Casualty (including Workers' Compensation & Crop)	Apprentice Adjuster	Property & Casualty (including Workers' Compensation and Crop)
Apprentice Adjuster Property & Casualty (excluding Workers' Compensation & Crop)	Apprentice Adjuster	Property & Casualty (excluding Workers' Compensation and Crop)
Apprentice Adjuster Workers' Compensation	Apprentice Adjuster	Workers' Compensation
Temporary Casualty	Temporary Insurance Producer	Casualty
Temporary Health	Temporary Insurance Producer	Accident & Health or Sickness
Temporary Life	Temporary Insurance Producer	Life
Temporary Personal Lines	Temporary Insurance Producer	Personal Lines
Temporary Property	Temporary Insurance Producer	Property
Surplus Line Agency	Surplus Line Broker	No Change



SBS HELP DESK
sbshelp@naic.org • 816-783-8990
 Monday - Friday from 8:00 am to 4:00 pm CST

HOW DOES THIS AFFECT YOU?

Licensees

Lookup

Verify National Producer Number (NPN), license status, license expiration date and much more.

License Manager

One service:

- Print License
- Print Education Transcript
- Update Email Address

Education Providers

Signup for SBS for Organizations (formerly Online Continuing Education)

- Submit course rosters
- Submit course applications
- Submit provider applications

Step 1: Go to www.statebasedsystems.com

Step 2: Select your jurisdiction and click "Sign up for SBS for Organizations"

Step 3: Create your User Account allowing you to access all jurisdictions

Step 4: Login to SBS

Step 5: Add your education provider licenses to your account (using your jurisdiction Provider ID and PIN*) as each applicable jurisdiction transitions to SBS.

Step 6: Simplify your Education Provider processes using SBS.

NEW: SBS allows the user to submit course applications for multiple jurisdictions.

*All active education providers will be sent their PIN via their current email address. If you have any questions, contact the SBS Help Desk at the number listed below.

License Administrators

Signup for SBS for Organizations (formerly Online Licensee Services)

- Print licenses
- Print education transcripts
- Update addresses (business entities only)
- View detailed license info
- Receive important notifications

Step 1: Go to www.statebasedsystems.com

Step 2: Select your jurisdiction and click "Sign up for SBS for Organizations"

Step 3: Create your User Account allowing you to access all jurisdictions

Step 4: Login to SBS

Step 5: Add licensees to your account as each applicable jurisdiction transitions to SBS.*

Step 6: Simplify your licensing administration processes using SBS.

*A fee of up to \$5.95 is applied per licensee per jurisdiction per year.

SBS Help

SBS Support Center

If you have questions concerning these new industry tools, please visit the SBS Support Center for more information on all SBS tools.

<http://www.statebasedsystems.com/solar/support.html>

Request a Webinar

To request a webinar regarding specific functionality, please contact Roger Graves at rgraves@naic.org.



www.statebasedsystems.com

Search

New Industry Tools

The newest version of State Based Systems features a whole new look and feel plus tons of new functionality. The new industry toolset includes Lookup, License Manager, Report Generator and SBS for Organizations functions. Lookup gives users access to key licensee information from a single, user-friendly interface. License Manager combines license information, license printing and email address updates. SBS for Organizations offers industry single sign-on capability that supports key licensee administration functions across those jurisdictions using SBS. See descriptions and links to the new industry tools below.

State Services Page: Select a jurisdiction from the State Services drop down to find contact information and links to SBS and NIPR tools available for your jurisdiction.

License Manager:

- **View License Information:** Verify National Producer Number (NPN), license status, license expiration date and much more.
- **Print Your License:** SBS offers free unlimited license printing for your state
- **Print Education Transcript:** A free tool that allows licensees to pull their real time education transcripts. Transcripts will display what credits are required, what credits have been taken and what credits still need to be taken.
- **Update Your Email Address:** Individuals and business entities may view and update email addresses in real time through this online tool. Email addresses are tracked for three

address types: Business, Mailing and Residence.

Lookup: Verify National Producer Number (NPN), license status, license expiration date and much more.

Report Generator: Users may create a licensee (individual and/or business entity) mailing list for a nominal fee. Lists contain licensee name, license number, national producer number, business and mailing address, CE compliance and much more.

SBS for Organizations: This service replaces Online Licensee Services (OLS) and Online Continuing Education and Connect. SBS for organizations allows users to use a single ID and password to complete important license administration and education provider functions in jurisdictions that have transitioned to SBS.

For more information, visit www.statebasedsystems.com.